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15 MAY 1980

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM:

Director of Security

SUBJECT: Office of Security Significant Activities
Week of 8 May 1980 (U)

REFERENCE: DDA Administrative Instruction No. 74-5

1. This memorandum is for information only. (U)

2. The activities of the Office of Security during the week
of 8 - 14 May 1980 were highlighted by the following items:

a. During the reporting period, the Security Education
Group mailed copies of this year's notice on the proper
use of summer employees to each concerned supervisor.
The action was a follow-up to security indoctrination
afforded the first group of summer employees who entered
on duty 7 May, and represents an innovation directed toward
complete understanding of security responsibility on the
part of all personally involved in the summer employee
program. (U)

25X1 b. On 8 May, two members of the Technical Security
Division debriefed a [   ] defector on the subject
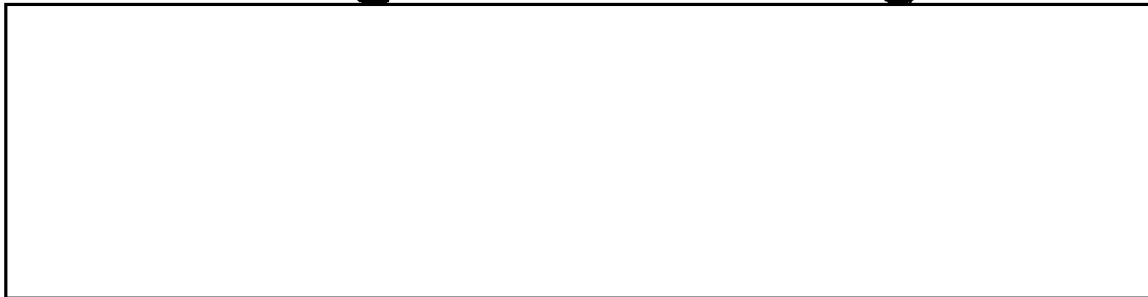of "sweep" teams and techniques. (S)

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25X1 d. On 11 May, a Special Agent from the [   ] 25X1
25X1 [   ] at the request of the Office of Personnel Policy,
Planning and Management, met the body of [   ] 25X1
25X1 [   ], upon arrival at Kennedy Airport. [   ] 25X1
25X1 was an OSO employee who died of an apparent heart attack
25X1 in [   ] Appropriate support 25X1
to expedite immigration and customs proceedings was
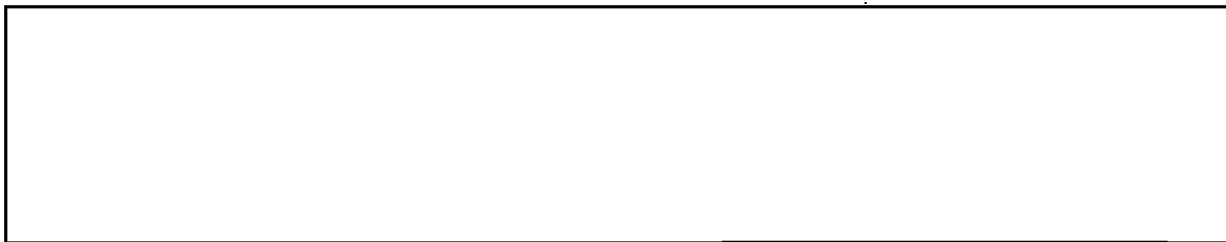afforded. (S)

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f.   On 13 May, a member of the Information Systems
Security Group representing the TSCADS Program, attended
a meeting hosted by the Subgroup #3 of the APEX Control
Staff. The objective of the meeting was to begin work
on devising a uniform interagency form for control of
documents under the APEX System. Although TSCADS controls
Top Secret collateral material, the sponsors desired
comments and recommendations from all involved in inter-
agency document control. (U)

3.   Projected Office of Security activity of possible interest
at the Directorate level includes:

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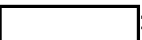   1 - D/Security
             1 - OS Registry
             1 - DD/PTOS
             1 - DD/CA
             1 - DD/PSI
             1 - PPG

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      15 May 1980